

FORESTHILL FRIENDS OF THE LIBRARY

BOARD MEETING JANUARY 8, 2018

DRAFT MINUTES FOR APPROVAL AT THE MARCH 5, 2018 MEETING

The meeting was called to order at 5:02pm.

In attendance were: Sally D'Aragon, Mikel Paris, Janice Whitney, Katy Berger, Sharon Ross, Tyler Harkness, Gail McCafferty and Sandy Simester.

Minutes from the November 13<sup>th</sup> meeting were reviewed. Motions to move and second the approval of the minutes were presented and the minutes were approved as written.

Treasurer's report-Sally had questions regarding a few checks. Tyler explained they were written for check reorders. She reviewed book sales figures as one month was lower than normal. It is assumed part of that is due to when the proceeds were deposited. Sally asked about the taxes for 2017 that were due November, 2018 .Tyler was waiting for the postcard that usually comes. It's a formality since we usually don't need to pay taxes. Sally suggested finding it online and follow up.

It was moved and 2<sup>nd</sup> to accept the treasurer's report as written. The treasurer's report was approved,

Report by Janice-The months of November to December showed the first time of a decline in visitors. Visitors were 3500 down to 2500. Story time was down in November but December went back up for the month. Attendance fluctuates and the highest age is 6-7 on average. Craft decorations were fun for the kids as well as educational card games.

Volunteering went up-31 ½ hours in December with 6 volunteers now.

School Tours-After the classroom tours several students have returned with their families and registered for library cards.

Foresthill has a wish list of top reads books. New editions non-fiction coming in travel, local history, etc.

Young adults seem to like their new area and the displaying of their artwork.

Mikel's report- The new ILS system (computer software system) will be rolled out next month, so it will be pretty busy at the County Library. Patrons can still check out books during that time but not check books back in. They will be extending the due dates to work around it. County libraries won't be able to exchange or transfer books with other libraries either. The dates will be on the website. Once the exact dates are known, Janice will post the information in the library. The new system will be more user friendly once all completed.

Donations (monetary) from the Friends of the Library groups for use in the book collection are due within the week. The last week of March is when the accounting software will be switched. March 30<sup>th</sup> is the end of period to donate for book and supply purchases.

Mikel reported of new postings and interviews for positions and a new opening for Librarian in Granite Bay. Eve will be retiring March 20<sup>th</sup>. Mikel will be applying for her position as assistant director.

Sally asked Mikel about any future changes on operational hours. The Foresthill plan will be starting next week with a consultant. A final document will be presented next January. There will be a public questionnaire and focus groups that we are welcome to attend. Next meeting is January 16<sup>th</sup>.

Old Business- Corrections made in November but Sally asked that Tyler print out the revised, approved budget for 2019.

February 13<sup>th</sup> is when KW's friend, Lorene, will check the kitchen for a possible truffle class. Wednesday is the day that class would be scheduled-Feb 20 or March 6 are being considered as a pre-Easter truffle making class. The class fee will be under \$15. Sharon will get back with Judy for scheduling the pine needle basket class. Discussed a survey in the Messenger for input on future classes, but concern is that it won't be returned. Maybe just a short article asking for input to the library and /or another sign up sheet. Discussed a possible **book club** at the library. What time of day would work best? Decided evenings about 6:30pm. We could reserve the room at no cost since it's related to FFOL. Mikel said copies of the book of the month could be reserved from all of the branches. Titles would be announced to members at least a month in advance. Appetizers could be pot luck for the first meeting. Projected for first meeting in March and put in the Messenger with a limit of ten for the class size. Tentative time will be the third Thursday of the month, **March 21<sup>st</sup>** will be the first meeting at 6:00pm. Sharon will decide the first book and the group would be named Chapter One. Five are already interested.

Payment was paid to Scholastic Books per Tyler.

New Business- Tyler submitted a bill for internet services which was already approved.

New positions for 2019 were discussed. It was approved for the slate of officers as:

President: Sally D'Aragon, Vice President: Sharon Ross, Secretary: Tyler Harkness, Treasurer: Robin Guthrie, and PR/media co-chairpersons: Sandy Simester and Gail McCafferty.

Discussed next **book sale** date; end of January or? This needs a messenger article-Decided on the time **11am-4pm, Saturday, Feb 16<sup>th</sup>**.

SIS will work on a new quilt to be ready by the 4<sup>th</sup> of July. Can display the progress at the spring craft fair and possibly sell raffle tickets.

Discussed ideas needed on how to best reach out to community.

Mikel reminded members about the **All FOL meeting March 2, 10am-12pm**. There will be ideas on outreach. Sacramento Friends of the Library will be presenting at the Holiday Inn in Auburn. FFOL will pay the \$5 registration for all members interested in attending. Those interested need to coordinate with Sally. She will send out an email.

Next meeting of FFOL will be March 5<sup>th</sup> at 5pm

The meeting was adjourned at 5:23pm.